

*Shaping the Future of EMS  
in California*

***Vision Working Group D  
System Review and Data***

**September 10, 1999  
Host Hotel, Sacramento, California**

**MEETING SUMMARY**

**Members Present:** Steve Andriese, Ed Armitage, Charla Jensen, Larry Karsteadt, Barbara Brodfuehrer, Angelo Salvucci, MD; Karl Sporer, MD; Lawson Stuart, David Nevins, Cathy Ord, Bob O'Brien, Al Rush, Deidre Myles, Nancy Justin, Bonnie Sinz, Kurt Latipow, Michael Kassis, Bob Eisenman, Craig Stroup, Jim Schneider.

**Guests Present:** Michael Frenn, *Solono EMS*; Roberta Bonnet, *Contra Costa EMS*; John Courtright, *Mountain-Valley EMS*; Richard Watson, *EMS Authority*.

1. **Welcome and Introductions** - Steve Andriese welcomed the group and thanked them for their interest and participation. All members introduced themselves and shared their expectations of the Working Group.
2. **Review Agenda** - The agenda and goals of the meeting were reviewed.
3. **Membership** - The membership list was reviewed to ensure all appropriate groups were represented and all information was complete
4. **Travel Reimbursement Policy** - Ed Armitage reviewed the travel reimbursement policy and limitations. Members requesting reimbursement were identified and reimbursement forms were distributed.
5. **System Review and Data List-Server** - Ed Armitage advised the group of the process for subscribing to the list-server and its utilization.
6. **Project Overview and Objectives** - A Power-Point presentation was made on the vision process and the specific role of Working Group "D" (enclosed). The Vision objectives and NHTSA recommendations assigned to Group "D" were distributed and reviewed.
7. **Working Sub-Groups** - Three working sub-groups and nominations for leaders for those groups were presented and approved. The three subgroups and leaders will be: Data Collection, (Jim Schneider); System Evaluation and Improvement, (Larry Karsteadt); and Legislative, (Bonnie Sinz). Members volunteered and the vision and NHTSA objectives were assigned to each of the groups (enclosed).

8. **Statewide EMS System Evaluation Grant** - Craig Stroup presented the objectives and progress of the *Statewide EMS System Evaluation Grant* and its association with the Vision Working Group.
9. **Working Sub-Group Objectives and Timelines:** The working sub-groups meet in small groups, organized objectives and developed a strategic plan for developing action steps to meet each objective. The sub-group will be given the latitude to revise and add objectives as needed to ensure a complete action plan can be developed for their area of focus. All draft action plans must be submitted to Steve Andriese by October 22.
10. **Meeting Review & Sub-Group Assignments** - All sub-group leaders were asked to submit a list of their group members and objectives to Steve Andriese by September 15 for inclusion in the meeting summary. The completed summary will be mailed out to all members by September 17.
11. **Next Meeting** - The next meeting will be scheduled for November 19, 1999, 10 a.m. to 3 p.m. at the same location.